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**Ventress Memorial Library
Board of Trustees**

January 18, 2012 – Minutes

Attendance: Jean Christensen, Jeanne Horan, Mary Ann Walsh, Ellen Riboldi (director).
Guest: Alan Rosenberg, Bill Dunn, Joe Rofe & Steven Robbins (Selectmen's Office).

1. Call to Order: 4:08 pm

2. Welcome Guests: Ellen introduced & welcomed the guests

Jeanne moved the order of the agenda to numbers 8 & 11

8. Review Original Charge to the Library Building Committee & 11.

Discussion with Steve Robbins: Jean & Jeanne provided an overview of the 2004 "charge" by the then Selectmen to the Library Building Committee including town funding, building design, state grant application & decision by trustees to not pursue the next round of state funding for new library construction. Both short-term and long-term issues were presented for the existing library building including: redoing/adding bathrooms, doing interior/exterior cosmetic work (paint, carpet, furniture; and expanding the children's room space. A brief discussion of the need to expand space focused on the 4,000 sq ft immediately adjacent town owned property. Steve will discuss these issues with the town administrator and other Selectmen on Monday, 1/23 and will inform Ellen & Jeanne with results of his discussion. The trustees asked that the Selectmen provide a revised "charge" or directive for the library building committee.

3. Minutes of November Meeting:

Jean moved to accept the minutes as written. Jeanne seconded the motion. All in favor.

4. Director's Report:

A general discussion surrounded the following items: public relations, library recognition week, Got Books accounting, & internship program. Mary Ann made a motion to accept the Director's Report. Jean seconded the motion. All in favor.

5. Announcements/Correspondence:

No discussion.

6. Report on the Friends of the Library:

Jean, who is liaison to the Friends reports that the group want to know what we see a priority funding area of need. There was a brief discussion of the Kaplan fund, annual concert and town anthem initiative.

7. Staff Holiday Luncheon:

Ellen reported that staff was very pleased and grateful for the gift by the trustees of a catered holiday luncheon by Roche Bros. Mary Ann shared a thank you card she received from Ellen and the staff.

9. Confirm date for March 2012 Meeting:

Jeanne will be away during the regularly scheduled month meeting for February 2012. Jeanne therefore made a motion to change the date of the February meeting to 2/1/12 in order to have a quorum. Jean seconded to motion. All in favor.

10. Update on Budget:

Ellen has no new info to report.

12. Adjournment:

Mary Ann made a motion to adjourn at 5:40 pm. Jean seconded the motion. All in favor.